

# SENATE RECYCLING PROGRAM



## Metal, Plastic & Glass

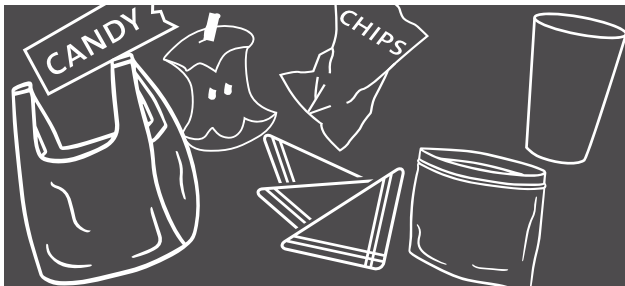
- **Metal cans**  
(including aluminum and tin cans)
- **Plastics**  
(including bottles, clamshells, cup lids)
- **Glass bottles**

Please empty all food and liquids before recycling



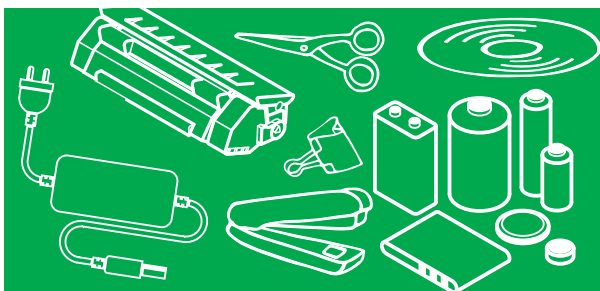
## Paper Materials

- **Mixed office paper**  
(including shredded paper in bags & envelopes)
- **Cardboard and folders**
- **Magazines, directories, reports**
- **Newspaper**
- **Books**



## Non-Recyclable Waste

- **Food waste**
- **Foam products**
- **Snack wrappers**
- **Napkins and paper towels**
- **Paper food containers and cups**



## Recycle & Reuse Center

SH-G08

### Recycle

- **Batteries**
- **Used toner**
- **Broken electronics**

### Reuse

- **Desk accessories**
- **Unused toner**
- **Office supplies**

Pick up or drop off reusable office supplies

## How the Recycling Program Works

The Senate Superintendent's Office manages the Senate's Recycling Program to reduce waste, protect the environment and help fund the Senate Staff Health and Fitness Facility, SD-418. Most materials are recycled through daily collection from offices and public spaces, while additional materials are collected at the Recycle and Reuse Center, SH-G08.

## How to Support the Recycling Program

Senate offices can support a successful program with four easy steps:

- Order recycling and waste containers by visiting <https://www.aoc.gov/senate/recycling-program> or by calling the Senate Service Center at (202) 224-3141
- Separate waste into mixed paper (blue bin), metal/plastic/glass (blue bin with orange bag) and non-recyclable waste (black bin)
- Ensure that "confidential" paper materials are shredded and placed in bags before recycling
- Keep food and liquid wastes separate from paper materials

## Recycle and Reuse Center

The Recycle and Reuse Center in SH-G08 serves as a central drop-off location for certain recyclable materials and ensures that office supplies in good condition can be reused by the Senate community.

### Drop Off for Recycling

- Batteries (including alkaline and rechargeable)
- Personal electronics (e-waste)
- Toner cartridges

### Drop Off or Browse for Reusable Office Supplies

- |                           |                               |                   |
|---------------------------|-------------------------------|-------------------|
| • Unused toner cartridges | • Pencils, Pens, Highlighters | • Hole punches    |
| • Binders                 | • Paper supplies              | • Staplers        |
| • In/out boxes            | • Clips                       | • Scissors        |
| • File organizers         | • Desk accessories            | • Notebooks       |
| • Folders                 | • Tape dispensers             | • Bulletin boards |



### Recycling or Waste Bin Requests:

Senate Service Center  
(202) 224-3141

<https://www.aoc.gov/senate/recycling-program>

### Recycling Program Questions:

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